

REGISTRATION UNIT
INTERNAL SECURITY
SECTION
CRIMINAL DIVISION
UNITED STATES DEPARTMENT OF JUSTICE
WASHINGTON, D.C. 20530

SUPPLEMENTAL STATEMENT

Pursuant to Section 2 of the Foreign Agents
Registration Act of 1938, as Amended

For Six Month Period Ending DEC 17 1974
(Insert date)

Name of Registrant
Belgian National Tourist Office

Registration No. 529

Business Address of Registrant
720 Fifth Avenue
New York, N. Y. 10019

I - REGISTRANT

1. Has there been a change in the information previously furnished in connection with the following:

(a) If an individual:

(1) Residence address	Yes <input type="checkbox"/>	No <input type="checkbox"/>
(2) Citizenship	Yes <input type="checkbox"/>	No <input type="checkbox"/>
(3) Occupation	Yes <input type="checkbox"/>	No <input type="checkbox"/>

(b) If an organization:

(1) Name	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
(2) Ownership or control	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
(3) Branch offices	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

2. Explain fully all changes, if any, indicated in Item 1.

IF THE REGISTRANT IS AN INDIVIDUAL, OMIT RESPONSE TO ITEMS 3, 4, and 5.

3. Have any persons ceased acting as partners, officers, directors or similar officials of the registrant during this 6 month reporting period? Yes ☐ No ☒

If yes, furnish the following information:

Name	Position	Date Connection Ended
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4. Have any persons become partners, officers, directors or similar officials during this 6 month reporting period?
Yes ☐ No ☒

If yes, furnish the following information:

<i>Name</i>	<i>Residence Address</i>	<i>Citizenship</i>	<i>Position</i>	<i>Date Assumed</i>
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5. Has any person named in Item 4 rendered services directly in furtherance of the interests of any foreign principal? Yes ☐ No ☒

If yes, identify each such person and describe his services.

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6. Have any employees or individuals other than officials, who have filed a short form registration statement, terminated their employment or connection with the registrant during this 6 month reporting period?
Yes ☐ No ☒

If yes, furnish the following information:

<i>Name</i>	<i>Position or connection</i>	<i>Date terminated</i>
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7. During this 6 month reporting period, have any persons been hired as employees or in any other capacity by the registrant who rendered services to the registrant directly in furtherance of the interests of any foreign principal in other than a clerical or secretarial, or in a related or similar capacity?
Yes ☐ No ☒

If yes, furnish the following information:

<i>Name</i>	<i>Residence Address</i>	<i>Position or connection</i>	<i>Date connection began</i>
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II - FOREIGN PRINCIPAL

8. Has your connection with any foreign principal ended during this 6 month reporting period?

Yes ☐ No ☒

If yes, furnish the following information:

Name of foreign principal

Date of Termination

-
9. Have you acquired any new foreign principal¹ during this 6 month reporting period? Yes ☐ No ☒

If yes, furnish following information:

Name and address of foreign principal

Date acquired

-
10. In addition to those named in Items 8 and 9, if any, list the foreign principals¹ whom you continued to represent during the 6 month reporting period.

Commissariat Général au Tourisme (Belgian National Tourist Office),
in Brussels, Belgium, which is under the jurisdiction of the
Ministry of Transport, Brussels, Belgium.

III - ACTIVITIES

11. During this 6 month reporting period, have you engaged in any activities for or rendered any services to any foreign principal named in Items 8, 9 and 10 of this statement? Yes ☒ No ☐

If yes, identify each such foreign principal and describe in full detail your activities and services:

On behalf of both, dissemination by mail, phone and verbally of information concerning travel to and in Belgium. Distribution of new printed matter is indicated on the attached list (Attachment #1). Exhibits are being forwarded to you separately. Said material is listed on attached sheet (Attachment #2), together with respective quantities made available.

¹ The term "foreign principal" includes, in addition to those defined in section 1(b) of the Act, an individual or organization any of whose activities are directly or indirectly supervised, directed, controlled, financed, or subsidized in whole or in major part by a foreign government, foreign political party, foreign organization or foreign individual. (See Rule 100(a)(9)).

A registrant who represents more than one foreign principal is required to list in the statements he files under the Act only those foreign principals for whom he is not entitled to claim exemption under Section 3 of the Act. (See Rule 208.)

12. During this 6 month reporting period, have you on behalf of any foreign principal engaged in political activity² as defined below?

Yes ☐ No ☒

If yes, identify each such foreign principal and describe in full detail all such political activity, indicating, among other things, the relations, interests and policies sought to be influenced and the means employed to achieve this purpose. If the registrant arranged, sponsored or delivered speeches, lectures or radio and TV broadcasts, give details as to dates, places of delivery, names of speakers and subject matter.

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13. In addition to the above described activities, if any, have you engaged in activity on your own behalf which benefits any or all of your foreign principals?

Yes ☐ No ☒

If yes, describe fully.

² The term "political activities" means the dissemination of political propaganda and any other activity which the person engaging therein believes will, or which he intends to, prevail upon, indoctrinate, convert, induce, persuade, or in any other way influence any agency or official of the Government of the United States or any section of the public within the United States with reference to formulating, adopting, or changing the domestic or foreign policies of the United States or with reference to the political or public interests, policies, or relations of a government of a foreign country or a foreign political party.

IV - FINANCIAL INFORMATION

14. (a) RECEIPTS - MONIES

During this 6 month reporting period, have you received from any foreign principal named in Items 8, 9 and 10 of this statement, or from any other source, for or in the interests of any such foreign principal, any contributions, income or money either as compensation or otherwise?

Yes ☒ No ☐

If yes, set forth below in the required detail and separately for each foreign principal an account of such monies.³

<i>Date</i>	<i>From Whom</i>	<i>Purpose</i>	<i>Amount</i>
The Belgian National Tourist Office draws against an amount allotted annually for advertising, publicity, salaries, etc. (for 1974: \$591,000). The following expenditures were made for this period and debited to the Commissariat Général au Tourisme, Brussels, Belgium, as of the following dates:			

<u>1974</u>		
July	1	\$ 49,254.05
Aug	1	33,199.33
Sept	1	36,470.50
Oct	1	33,841.10
Nov	1	49,546.78
Dec	1	47,163.11

\$ 249,474.87
Total

14. (b) RECEIPTS - THINGS OF VALUE

During this 6 month reporting period, have you received any thing of value⁴ other than money from any foreign principal named in Items 8, 9 and 10 of this statement, or from any other source, for or in the interests of any such foreign principal?

Yes ☐ No ☒

If yes, furnish the following information:

<i>Name of foreign principal</i>	<i>Date Received</i>	<i>Description of thing of value</i>	<i>Purpose</i>
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³ A registrant is required to file an Exhibit D if he collects or receives contributions, loans, money, or other things of value for a foreign principal, as part of a fund raising campaign. See Rule 201(e).

⁴ Things of value include but are not limited to gifts, interest free loans, expense free travel, favored stock purchases, exclusive rights, favored treatment over competitors, "kickbacks," and the like.

15. (a) DISBURSEMENTS - MONIES

During this 6 month reporting period, have you

(1) disbursed or expended monies in connection with activity on behalf of any foreign principal named in Items 8, 9 and 10 of this statement? Yes ☒ No ☐

(2) transmitted monies to any such foreign principal? Yes ☐ No ☒

If yes, set forth below in the required detail and separately for each foreign principal an account of such monies, including monies transmitted, if any, to each foreign principal.

- | <i>Date</i> | <i>To Whom</i> | <i>Purpose</i> | <i>Amount</i> |
|--|----------------|----------------|---------------|
| 1. Expenditures are operated solely by the Belgian National Tourist Office, which is staffed by Mr. P. A. De Maerel, Director; Mrs. M. Koenig, Administrative Assistant; and Miss A. Neville, Publicity Assistant, whose salaries are paid by the Commissariat Général au Tourisme (Belgian National Tourist Office) Brussels, Belgium. | | | |
| 2. Our advertising agency, Donald N. Martin and Company, 630 Fifth Avenue, New York, N. Y., prepares and places advertising in consumer and trade publications and directs the sales promotion program for the "Belgium's Bonus Days" travel incentive plan. During this period payments to them were approximately \$97,305.59, as per copies of invoices herewith (Enclosure A). | | | |
| 3. Bulletins are mailed and printed matter is distributed by a direct mail service, the Boffer Corporation, 111 Eighth Avenue, New York, N. Y. 10011. During this period payments to them were about \$36,969.95, as per copies of invoices herewith (Enclosure B). | | | |

In round figures, other expenditures for this period were approximately as follows:

Membership in travel trade organizations	245.-
Purchase and printing of publicity material	18,390.-
Public Relations expenses (entertainment of persons in the travel, tours & affiliated business)	9,650.-
Travel and transportation	2,020.-
Customs handling, transportation of publicity material	1,562.-
Stationery, office supplies	317.-
Office expenses (including translations, secretarial assistance, etc.)	21,097.-
Subscriptions	396.-
Item 2 of 15 (a) above	97,306.-
Item 3 of 15 (a) above	36,970.-

\$ 187,953.-

Total

15. (b) DISBURSEMENTS - THINGS OF VALUE

During this 6 month reporting period, have you disposed of anything of value⁵ other than money in furtherance of or in connection with activities on behalf of any foreign principal named in items 8, 9 and 10 of this statement?

Yes ☐ No ☒

If yes, furnish the following information:

<i>Date disposed</i>	<i>Name of person to whom given</i>	<i>On behalf of what foreign principal</i>	<i>Description of thing of value</i>	<i>Purpose</i>
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(c) DISBURSEMENTS - POLITICAL CONTRIBUTIONS

During this 6 month reporting period, have you from your own funds and on your own behalf either directly or through any other person, made any contributions of money or other things of value⁵ in connection with an election to any political office, or in connection with any primary election, convention, or caucus held to select candidates for political office? Yes ☐ No ☒

If yes, furnish the following information:

<i>Date</i>	<i>Amount or thing of value</i>	<i>Name of political organization</i>	<i>Name of candidate</i>
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V - POLITICAL PROPAGANDA

(Section 1(j) of the Act defines "political propaganda" as including any oral, visual, graphic, written, pictorial, or other communication or expression by any person (1) which is reasonably adapted to, or which the person disseminating the same believes will, or which he intends to, prevail upon, indoctrinate, convert, induce, or in any other way influence a recipient or any section of the public within the United States with reference to the political or public interests, policies, or relations of a government of a foreign country or a foreign political party or with reference to the foreign policies of the United States or promote in the United States racial, religious, or social dissensions, or (2) which advocates, advises, instigates, or promotes any racial, social, political, or religious disorder, civil riot, or other conflict involving the use of force or violence in any other American republic or the overthrow of any government or political subdivision of any other American republic by any means involving the use of force or violence.)

16. During this 6 month reporting period, did you prepare, disseminate or cause to be disseminated any political propaganda as defined above? Yes ☐ No ☒

IF YES, RESPOND TO THE REMAINING ITEMS IN THIS SECTION V.

17. Identify each such foreign principal.

⁵ Things of value include but are not limited to gifts, interest free loans, expense free travel, favored stock purchases, exclusive rights, favored treatment over competitors, "kickbacks," and the like.

18. During this 6 month reporting period, has any foreign principal established a budget or allocated a specified sum of money to finance your activities in preparing or disseminating political propaganda?
Yes ☐ No ☒

If yes, identify each such foreign principal, specify amount, and indicate for what period of time.

19. During this 6 month reporting period, did your activities in preparing, disseminating or causing the dissemination of political propaganda include the use of any of the following: **no such activities**
☐ Radio or TV broadcasts ☐ Magazine or newspaper articles ☐ Motion picture films ☐ Letters or telegrams
☐ Advertising campaigns ☐ Press releases ☐ Pamphlets or other publications ☐ Lectures or speeches
☐ Other (specify) _____

20. During this 6 month reporting period, did you disseminate or cause to be disseminated political propaganda among any of the following groups: **No**
☐ Public Officials ☐ Newspapers ☐ Libraries
☐ Legislators ☐ Editors ☐ Educational institutions
☐ Government agencies ☐ Civic groups or associations ☐ Nationality groups
☐ Other (specify) _____

21. What language was used in this political propaganda:

☐ English ☐ Other (specify) _____

22. Did you file with the Registration Section, Department of Justice, two copies of each item of political propaganda material disseminated or caused to be disseminated during this 6 month reporting period?
Yes ☐ No ☐ **No such items**

23. Did you label each item of such political propaganda material with the statement required by Section 4(b) of the Act? Yes ☐ No ☐ **No such items**

24. Did you file with the Registration Section, Department of Justice, a Dissemination Report for each item of such political propaganda material as required by Rule 401 under the Act?
Yes ☐ No ☐ **No such items**

VI - EXHIBITS AND ATTACHMENTS

Samples of items listed under No.11 of this Statement have been sent to you under separate cover.

25. **EXHIBITS A AND B**

- (a) Have you filed for each of the newly acquired foreign principals in Item 9 the following:

Exhibit A⁶ Yes ☐ No ☐

Exhibit B⁷ Yes ☐ No ☐

If no, please attach the required exhibit.

- (b) Have there been any changes in the Exhibits A and B previously filed for any foreign principal whom you represented during this six month period?

Yes ☐ No ☐

If yes, have you filed an amendment to these exhibits? Yes ☐ No ☐

If no, please attach the required amendment.

⁶ The Exhibit A, which is filed on Form DJ-306, sets forth the information required to be disclosed concerning each foreign principal.

⁷ The Exhibit B, which is filed on Form DJ-304, sets forth the information concerning the agreement or understanding between the registrant and the foreign principal.

26. EXHIBIT C

If you have previously filed an Exhibit C⁸, state whether any changes therein have occurred during this 6 month reporting period.

Yes ☐ No ☒

If yes, have you filed an amendment to the Exhibit C? Yes ☐ No ☐

If no, please attach the required amendment.

27. SHORT FORM REGISTRATION STATEMENT

Have short form registration statements been filed by all of the persons named in Items 5 and 7 of the supplemental statement?


Yes ☒ No ☐

If no, list names of persons who have not filed the required statement.

The undersigned swear(s) or affirm(s) that he has (they have) read the information set forth in this registration statement and the attached exhibits and that he is (they are) familiar with the contents thereof and that such contents are in their entirety true and accurate to the best of his (their) knowledge and belief, except that the undersigned make(s) no representation as to the truth or accuracy of the information contained in attached Short Form Registration Statement, if any, insofar as such information is not within his (their) personal knowledge.

(Type or print name under each signature)

(Both copies of this statement shall be signed and sworn to before a notary public or other person authorized to administer oaths by the agent, if the registrant is an individual, or by a majority of those partners, officers, directors or persons performing similar functions who are in the United States, if the registrant is an organization.)


Peter A. De Maerel
Director/U.S.A.

Subscribed and sworn to before me at New York, New York
this 1 day of January, 19 75

STATE OF NEW YORK
COUNTY OF NEW YORK
CITY OF NEW YORK

Sworn To Before Me

This 1 Day of Jan, 19 75


(Signature of notary or other officer)

MARION KOENIG
NOTARY PUBLIC, State of New York
No. 31-7325096
Qualified in New York County
Commission Expires March 30, 1976

My commission expires March 30, 19 76

⁸ The Exhibit C, for which no printed form is provided, consists of a true copy of the charter, articles of incorporation, association, constitution, and bylaws of a registrant that is an organization. (A waiver of the requirement to file an Exhibit C may be obtained for good cause shown upon written application to the Assistant Attorney General, Internal Security Division, Department of Justice, Washington, D.C. 20530.)



Belgian National Tourist Office

720 FIFTH AVENUE / NEW YORK, NEW YORK 10019 / TEL. 212/582-1750

Attachment #1

Items listed under:

III - ACTIVITIES (11)

of the Supplement Statement

are distributed to some or all of the following, depending on quantities available and on the categories for which the various items would be of greatest interest.

DISTRIBUTION: Mailing lists of names in the United States

Important U.S. Travel Editors	280
Travel Trade	56
Travel Editors of General Magazines	120
Columnists	39
Radio & TV Commentators	10
Important Women Editors	131
Freelance writers	52
American firms doing business in Belgium	499
Belgian colony	361
Belgian Embassy & Consulates	82
Conventions International	104
European Railroads	10
European Travel Commission	22
Museums	258
General Public Relations	187
Libraries	242
Schools	138
Rotary Club	387
Travel Agents	4,714
Tourist Offices	34
Womens Passenger Traffic Association	49
European Consulat Offices	26
United Nations Correspondents	181
Pan American Passenger Marketing Offices	46



Belgian National Tourist Office

720 FIFTH AVENUE / NEW YORK, NEW YORK 10019 / TEL. 212/582-1750

Attachment #2

Items listed under:

III ACTIVITIES (11) of the Supplement Statement

"News from Belgium"- Bulletins BBD - #2/74 - #8/74

BNT0- #11/74 - #23/74

(Quantity available depends on subject)

300	A Walk Through Lier
50,000	Tourist Map - Belgium
500	Antwerp World Diamond Centre
1,000	1974 Hotels - Province of Antwerp
500	Weekend Formulas in West Flanders
500	Kempen
1,000	Museums - Province of Antwerp
500	Antwerp - Provincial Diamond Museum

Posters

none

C I R C L E 6 - 8 7 3 0

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York 10019

Invoice N° 1331

June 19, 1974

BELGIAN NATIONAL TOURIST OFFICE

FOR:

4 sets of four-color printing negatives (8 negatives each)
for use in printing BBD brochure in Japan, South Africa,
Mexico and Guatemala

\$720	00
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DONALD N. MARTIN AND COMPANY

630 FIFTH AVENUE

NEW YORK 20, N. Y.

CIRCLE 6-8720

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York 10019

Invoice N^o 1332

June 19, 1974

FOR:

BELGIUM'S BONUS DAYS - Sales Promotion

Miscellaneous out-of-pocket expenses for the period
January 1 - April 30, 1974:

--Long distance telephone, cables, messengers, special
messenger deliveries to and from JFK Airport

--Photography and prints, meeting at BNTD and sweepstakes
drawing in Mr. De Maerel's office

CERTIFIED TRUE AND CORRECT IN THE EXACT AMOUNT OF FIVE HUNDRED
FIVE DOLLARS AND FIFTY-TWO CENTS.

\$410 82

94 70

\$505 52

Catalina Sodew

DONALD N. MARTIN AND COMPANY

630 FIFTH AVENUE NEW YORK 20, N. Y. CIRCLE 6-6720

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York 10019

Invoice N^o 1333

June 19, 1974

BELGIUM'S BONUS DAYS -- Sales Promotion

FOR:

12,000 copies of French language 18-3/4" x 17" 20-panel
brochure in 4 colors L'Europe Commence en Belgique...
perforated for detaching BBD Certificate.

Including creative, technical and production services,
and air shipments to Canada

CERTIFIED TRUE AND CORRECT IN THE EXACT AMOUNT OF
FIVE THOUSAND TWO HUNDRED THREE DOLLARS AND SIXTY-FOUR CENTS.

Catalina Jones

\$5,203 64

DONALD N. MARTIN AND COMPANY

630 FIFTH AVENUE NEW YORK 20, N. Y. CIRCLE 6-8720

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York 10019

Invoice N^o 1334

June 19, 1974

FOR:

BELGIUM'S BONUS DAYS -- Sales Promotion

Print Materials for Promotional Kits

For distribution to travel agents, sales offices of
participating carriers, commercial firms.

Itemized Statement Attached

CERTIFIED TRUE AND CORRECT IN THE EXACT AMOUNT OF FOUR THOUSAND
FOUR HUNDRED SEVENTY-SEVEN DOLLARS AND ONE CENT.

Catalina Jordan

\$4,477 01

DONALD N. MARTIN AND COMPANY

630 FIFTH AVENUE

NEW YORK 20, N. Y.

CIRCLE 6-8730

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York 10019

Invoice N^o 1335

June 19, 1974

FOR:

BELGIUM'S BONUS DAYS Advertising Production --

Consumer and Trade Advertising

Itemized Statement Attached

CERTIFIED TRUE AND CORRECT IN THE EXACT AMOUNT OF
TEN THOUSAND THREE HUNDRED SIXTY DOLLARS AND FIFTY-SIX CENTS.

Catalina Jordan

\$10,360 56

DONALD N. MARTIN AND COMPANY

630 FIFTH AVENUE

NEW YORK 20, N. Y.

CIRCLE 6-8720

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York 10019

Invoice NO 1336

June 19, 1974

FOR:

BELGIAN NATIONAL TOURIST OFFICE - ADVERTISING PRODUCTION

Special page advertisement for insertion in: Belgian
Trade Review

Creative Services: Writing new copy describing 1974
program

Technical Services: Typesetting and producing new plate
to "wrap-around" existing illustration

\$287 60

DONALD N. MARTIN AND COMPANY

630 FIFTH AVENUE

NEW YORK 20, N. Y.

CIRCLE 6-8720

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, N.Y. 10019

Invoice N^o 1337

June 24, 1974

For:

Belgian National Tourist Office

Invitation card, matching envelopes; RSVP cards,
matching envelopes (2,000 each):

Writing; type specification; typography; printing

\$ 638 59

DONALD N. MARTIN AND COMPANY

630 FIFTH AVENUE

NEW YORK 20, N. Y.

CIRCLE 6-6720

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, N. Y. 10019

Invoice N^o 1338

June 24, 1974

Belgium's Bonus Days -- Sales Promotion

For:

Activities in connection with launching the new
BBD Program - Presentation and reception, St. Regis Hotel,
May 9, 1974

(Itemized statement attached)

CERTIFIED TRUE AND CORRECT IN THE EXACT AMOUNT OF TWO THOUSAND SEVEN HUNDRED
DOLLARS AND FIFTY-FOUR CENTS.

Catalina Jordan

\$ 2,700 54

DONALD N. MARTIN AND COMPANY

630 FIFTH AVENUE

NEW YORK 20, N. Y.

CIRCLE 6-8720

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, N.Y. 10019

Invoice N^o 1339

June 24, 1974

Belgium's Bonus Days -- Sales Promotion

For: Activities in connection with launching the new BBD
program: Press familiarization tour of BBD cities,
April 4-8, 1974

\$1,806 13

(Itemized statement attached)

CERTIFIED TRUE AND CORRECT IN THE EXACT AMOUNT OF ONE THOUSAND EIGHT
HUNDRED SIX DOLLARS AND THIRTEEN CENTS.

Catherine Solow

DONALD N. MARTIN AND COMPANY

630 FIFTH AVENUE

NEW YORK 20, N. Y.

CIRCLE 6-8720

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York 10019

Invoice N^o 1342

July 2, 1974

For:

BELGIAN NATIONAL TOURIST OFFICE

Advertising in Belgian Trade Review

Insertion date

Space

Cost

May 1974

Page

\$285.00

June 1974

Page

285.00

\$ 570 00

DONALD N. MARTIN AND COMPANY

630. FIFTH AVENUE


NEW YORK 20. N. Y.

CIRCLE 6-8720

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York 10019

Invoice N^o 1347

August 7, 1974

FOR:	<u>BELGIUM'S BONUS DAYS - Sales Promotion</u>				
	Reprinting BBD brochure as follows:				
	100,000 English version	8,723	00		
	5,000 French version	1,170	00		
	Air shipment to Canada	<u>100</u>	<u>99</u>		
	Total			<u>\$9,993</u>	<u>99</u>
CERTIFIED TRUE AND CORRECT IN THE EXACT AMOUNT OF NINE THOUSAND NINE HUNDRED NINETY-THREE DOLLARS AND NINETY-NINE CENTS					
					

DONALD N. MARTIN AND COMPANY

630. FIFTH AVENUE

NEW YORK 20. N. Y.

CIRCLE 6-8720

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York 10019

Invoice N^o 1348

September 23, 1974

For:

BELGIAN NATIONAL TOURIST OFFICE

Advertising in Belgian American Trade Review

Insertion date

Space

July-August 1974 issue

Page

\$ 285 00

DONALD N. MARTIN AND COMPANY

630 FIFTH AVENUE

NEW YORK 20, N. Y.

CIRCLE 6-8720

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York 10019

Invoice N^o 1348

September 23, 1974

For:

BELGIAN NATIONAL TOURIST OFFICE

Advertising in Belgian American Trade Review

Insertion date

Space

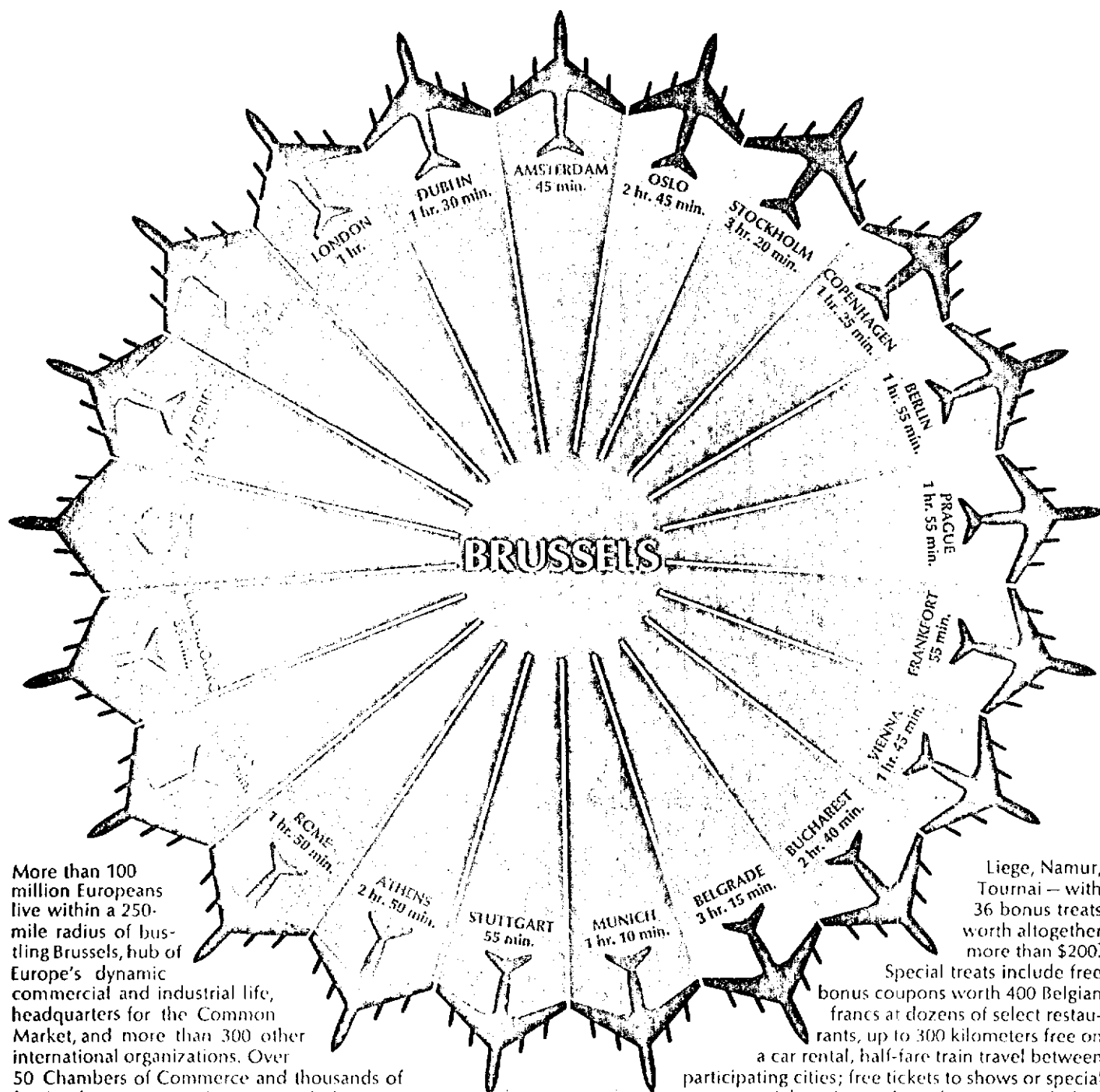
July-August 1974 issue

Page

\$ 285 00

EUROPE BEGINS IN BELGIUM

The Ideal Way to Start your European Trip



More than 100 million Europeans live within a 250-mile radius of bustling Brussels, hub of Europe's dynamic commercial and industrial life, headquarters for the Common Market, and more than 300 other international organizations. Over 50 Chambers of Commerce and thousands of foreign business organizations (including over 500 American firms) have offices in the Belgian capital.

When you begin (or end) your Belgian trip in Brussels on a direct, scheduled trans-Atlantic Sabena, Pan Am or Air Canada flight, the Belgian National Tourist Office this year bids you welcome to seven extraordinary cities -- Antwerp, Bruges, Brussels, Ghent,

**BELGIUM'S
BONUS DAYS**



Liege, Namur, Tournai -- with 36 bonus treats worth altogether more than \$200.

Special treats include free bonus coupons worth 400 Belgian francs at dozens of select restaurants, up to 300 kilometers free on a car rental, half-fare train travel between participating cities; free tickets to shows or special events, sightseeing and much more -- including free one-night stays and breakfast at participating hotels provided you meet simple requirements. It's all spelled out in the colorfully illustrated new brochure, *Europe Begins in Belgium With a Bonus* which gives all the details on Belgium's Bonus Days. Ask your travel agent for a free copy.

Belgian National Tourist Office

720 Fifth Avenue, New York, N.Y. 10019

*Dollar amounts are based on the rate of 43.5 B.F. per U.S.\$1, current at the time this ad was produced, and are subject to currency fluctuations which may occur during the April 1, 1974 and March 31, 1975 validity period of this offer.

DONALD N. MARTIN AND COMPANY

630 FIFTH AVENUE NEW YORK 20, N. Y. CIRCLE 6-8720

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York 10019

Invoice N^o 1357

October 8, 1974

For:

Belgian National Tourist Office

Offsetting 5,000 copies of article What's Doing in
Brussels from New York Times Travel Section of
Sunday, September 8, 1974

Folding (3 folds)
Deliveries

\$ 205	00
60	00
17	85

\$ 282	35
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DONALD N. MARTIN AND COMPANY

630 FIFTH AVENUE NEW YORK 20, N. Y. CIRCLE 6-8720

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, N. Y. 10019

Invoice NO 1358

October 15, 1974

Belgium's Bonus Days Promotion -- Trade advertising scheduled during month of October 1974

<u>Publication</u>	<u>Date of issue</u>	<u>Space</u>		
ASTA Convention	October 28, 1974	Page)		
Daily	October 29, 1974	Page)	\$2,100	00

CERTIFIED TRUE AND CORRECT IN THE EXACT AMOUNT OF TWENTY-ONE HUNDRED DOLLARS AND NO CENTS.

Donald N. Martin

DONALD N. MARTIN AND COMPANY

630 FIFTH AVENUE

NEW YORK 20, N. Y.

CIRCLE 6-8720

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York 10019

Invoice N^o 1359

October 16, 1974

For:

BELGIAN NATIONAL TOURIST OFFICE

Advertising in Belgian American Trade Review

Insertion date

September 1974

Space

Page

\$ 285 00

The Ideal Way to Start your European Trip



a car rental, half-fare train travel between participating cities; free tickets to shows or special events, sightseeing and much more — including free one-night stays and breakfast at participating hotels provided you meet simple requirements. It's spelled out in the colorfully illustrated new brochure, *Europe Begins in Belgium With a Bonus* which gives all the details on Belgium's Bonus Days. Ask your travel agent for a free copy.

*Dollar amounts are based on the rate of 43.5 B.F. per U.S.\$1, current at the time this ad was produced, and are subject to currency fluctuations which may occur during the April 1, 1974, and March 31, 1975, calendar periods of the offer.

DONALD N. MARTIN AND COMPANY

630 FIFTH AVENUE

NEW YORK 20, N. Y.

CIRCLE 6-8720

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, N. Y. 10019

Invoice N^o 1361

October 24, 1974

For:	Belgium's Bonus Days Promotion - Scheduled advertising for month of October 1974			
	Consumer advertising	(itemized list attached)	\$7,605	00
	Trade advertising	(itemized list attached)	1,740	00
				\$ 9,345 00
	CERTIFIED TRUE AND CORRECT IN THE EXACT AMOUNT OF NINE THOUSAND THREE HUNDRED FORTY-FIVE DOLLARS AND NO CENTS.			
	<i>Catalina Sores</i>			

Scheduled consumer advertising for month of October 1974

<u>Publication</u>	<u>Insertion date</u>	<u>Space</u>	<u>Cost</u>	
New York Times	10/22/74	300 lines	\$ 690.00	
	10/24/74	300 lines	690.00	
	10/27/74	300 lines	<u>1,191.00</u>	
New York Post	10/22/74	300 lines	870.00	\$2,571.00
	10/29/74	300 lines	<u>870.00</u>	
				1,740.00
Boston Globe	10/27/74	300 lines		675.00
Philadelphia Inquirer	10/27/74	300 lines		771.00
Chicago Tribune	10/27/74	300 lines		903.00
Toronto Globe & Mail	10/26/74	300 lines		570.00
Montreal Star	10/26/74	300 lines		<u>375.00</u>
Total consumer advertising				\$7,605.00

Scheduled additional trade advertising for month of October 1974

<u>Publication</u>	<u>Insertion date</u>	<u>Space</u>	<u>Cost</u>
Selling Travel	October	Page	\$ 645.00
Travel Trade (News Edition)	10/28/74	Jr. page	595.00
Travel Agent	10/31/74	Page	<u>500.00</u>
		Total trade advertising	<u>\$1,740.00</u>
		Gross total	\$9,345.00

DONALD N. MARTIN AND COMPANY

630 FIFTH AVENUE

NEW YORK 20, N. Y.

CIRCLE 6-D720

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, N. Y. 10019

Invoice **Nº 1364**

October 25, 1974

For:	Belgium's Bonus Days Promotion - Scheduled advertising for month of November 1974		
	Consumer advertising (itemized list attached)	\$ 7,146 00	
	Trade advertising (itemized list attached)	4,980 00	
			\$12,126 00
	CERTIFIED TRUE AND CORRECT IN THE EXACT AMOUNT OF TWELVE THOUSAND ONE HUNDRED TWENTY-SIX DOLLARS AND NO CENTS.		

Catalina Jordan

Scheduled consumer advertising for month of November 1974

<u>Publication</u>	<u>Insertion date</u>	<u>Space</u>	<u>Cost</u>	
New York Times	11/3/74	300 lines	\$1,191.00	
	11/7/74	300 lines	690.00	
	11/10/74	300 lines	<u>1,191.00</u>	3,072.00
Boston Globe	11/10/74	300 lines		675.00
Philadelphia Inquirer	11/10/74	300 lines		771.00
Chicago Tribune	11/10/74	300 lines		903.00
Toronto Globe & Mail	11/9/74	300 lines		570.00
Montreal La Presse	11/9/74	300 lines	390.00	39
	11/16/74	300 lines	<u>390.00</u>	780.00
Montreal Star	11/9/74	300 lines		<u>375.00</u>
Total consumer advertising				\$7,146.00

Scheduled trade advertising for month of November 1974

<u>Publication</u>	<u>Insertion date</u>	<u>Space</u>	<u>Cost</u>	
Travel Weekly	11/4/74	Jr. page	\$1,135.00	
	11/11/74	Jr. page	1,135.00	
	11/14/74	Jr. page	<u>1,135.00</u>	3,405.00
Travel Agent	11/7/74	Jr. page		500.00
Canadian Travel Courier	11/7/74	Jr. page		530.00
Canadian Travel News	11/14/74	Jr. page		<u>545.00</u>
Total trade advertising				<u>\$4,980.00</u>
Gross Total				\$12,126.00

DONALD N. MARTIN AND COMPANY

630 FIFTH AVENUE NEW YORK 20, N. Y. CIRCLE 6-8720

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York 10019

Invoice N^o 1365

November 6, 1974

For:

Belgium's Bonus Days Promotion

6,000 reprints of BBD trade advertisement which
appeared in ASTA Convention Daily on October 28
and October 29, 1974

\$ 628 00

CERTIFIED TRUE AND CORRECT IN THE EXACT AMOUNT OF SIX HUNDRED TWENTY-EIGHT
DOLLARS AND NO CENTS.

Catalina S. S. S.

DONALD N. MARTIN AND COMPANY

630 FIFTH AVENUE

NEW YORK 20, N. Y.

CIRCLE 6-8720

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York 10019

Invoice N^o 1367

November 22, 1974

For:

BELGIAN NATIONAL TOURIST OFFICE

One-page advertisement in Travel Agent ASTA
Convention 1974 Blue Book

\$ 250 00

CERTIFIED TRUE AND CORRECT IN THE EXACT AMOUNT
OF TWO HUNDRED AND FIFTY DOLLARS..

DONALD N. MARTIN AND COMPANY

630 FIFTH AVENUE NEW YORK 20, N. Y. CIRCLE 6-8780

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York 10019

Invoice N^o 1368

November 26, 1974

For:

BELGIAN NATIONAL TOURIST OFFICE

Advertising in Belgian American Trade Review

Insertion date

Space

October 1974

Page

\$ 285 00

CERTIFIED TRUE AND CORRECT IN THE EXACT AMOUNT OF
TWO HUNDRED EIGHTY-FIVE DOLLARS.

DONALD N. MARTIN AND COMPANY

620 FIFTH AVENUE

NEW YORK 20, N. Y.

CIRCLE 6-8720

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York 10019

Invoice N^o 1370

December 12, 1974

For: Belgium's Bonus Days Promotion - Scheduled consumer advertising for month of January 1975

<u>Publication</u>	<u>Insertion date</u>	<u>Space</u>	<u>Cost</u>
New York Times	1/27/75	300 lines	\$1,191.00

CERTIFIED TRUE AND CORRECT IN THE EXACT AMOUNT OF ONE THOUSAND ONE HUNDRED NINETY-ONE DOLLARS AND NO CENTS.

Donald N. Martin

DONALD N. MARTIN AND COMPANY
 630 FIFTH AVENUE NEW YORK 20, N. Y. CIRCLE 6-8720

TO: Belgian National Tourist Office
 720 Fifth Avenue
 New York, New York 10019

Invoice N^o 1371

December 12, 1974

For:	Belgium's Bonus Days Promotion - Scheduled consumer advertising for month of February 1975				
	Consumer advertising (itemized list attached)			\$7,947	00
	CERTIFIED TRUE AND CORRECT IN THE EXACT AMOUNT OF SEVEN THOUSAND NINE HUNDRED FORTY-SEVEN DOLLARS AND NO CENTS. <i>Donald N. Martin</i>				

Total \$ 7,947.00

DONALD N. MARTIN AND COMPANY

630 FIFTH AVENUE NEW YORK 20, N. Y. CIRCLE 6-8720

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York 10019

Invoice NO 1372

December 13, 1974

For: BELGIUM'S BONUS DAYS -- Advertising Production

Consumer advertising
Trade advertising

\$1,627	62
<u>2,135</u>	<u>71</u>

(Itemized statements attached)

\$ 3,763 33

CERTIFIED TRUE AND CORRECT IN THE EXACT AMOUNT OF THREE THOUSAND SEVEN HUNDRED SIXTY-THREE DOLLARS AND THIRTY-THREE CENTS

Donald N. Martin

*

2 5.0 0
7 1 1.5 9
4 5 3.7 8
1 6 7.5 0
1,9 0 6.8 7
1 5 6.1 0
5 1 1.8 3
6 6 1.9 6
1,7 5 9.8 8
3 1 0.0 0
9 1 4.5 2
4 2 2.7 0
4 6 6.9 9
1,3 6 1.2 7
8 0 0.0 0
1,3 3 8.7 1
7 9 0.0 0
2 1 7.2 0
1,6 1 6.3 1
3 1 2.7 2
1 1 7.0 0
1,9 4 7.8 1
1 3 8.7 1
4 4 1.9 8
1,3 8 5.9 9
1,8 2 1.7 8
1 7 2.5 0
1,7 9 4.5 3
6 2 5.0 0
1,1 9 2.6 9
1,8 8 3.3 4
4 5 9.4 8
1,0 8 6.3 1
2,0 4 5.8 0
1,0 8 3.1 1
9 4 9.4 5
1 5 1.4 2
1,7 8 2.5 3
4 2 7.7 9
4 5.0 0
4 4 1.1 0
1 3 5.0 0
8 6 0.4 8
5 0 1.6 1
5 0 1.7 1
7 2.9 0
36,9 6 9.9 5 *

*

Enclosure *B*



The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 255-2761

A complete direct mail, fulfillment and offset printing service

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York 10019

Att: Marion Koenig

DATE: June 18, 1974
YOUR ORDER NO.
INVOICE NO. 17083/4717
TERMS: NET 10 Days

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR, THEREFORE NO CASH DISCOUNT CAN BE ALLOWED.

200

Copies Travel plan is much Appriciated Multilith on
customers letterheads 8 1/2 X 11 - folded
Deliver to Marion Koenig

TAX EXEMPT

25 00

25 00

Certified true and correct in the exact amount
of Twenty five 00 Dollars
Signed Alfred J. Gorman

RECEIVED
DEPARTMENT OF JUSTICE
JUN 18 4 00 AM '74
REGISTRATION UNIT
INTERNAL SECURITY
SECTION
CRIMINAL DIVISION



The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 255-2761

A complete direct mail, fulfillment and offset printing service

TO:

Belgian National Tourist Office
720 Fifth Avenue
New York, New York

Att: Ann Neville

DATE: June 18, 1974

YOUR ORDER NO.

INVOICE NO. 17078/4663

TERMS: NET 10 Days

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR THEREFORE NO CASH DISCOUNT CAN BE ALLOWED

1,095	Four (4) pages 1,800 copies each BNTD #11/74 News of Interest to Visitors type set heading, balance of text IBM heritage, layout and Multilith on News from Belgium letterhead and our 20# Canary stock for second page - two sides - Collate and staple	430	00		
1,095	#10 envelope addressographed BC D X PR BO, BL, RPS, CHB, CGB and BOC list	30	00		
	BNTD #11/74 folded, enclosed in envelope seal meter mail first class				
	10 Copies to each name of RPS LIST (USA only)				
	5 " " " on CHB AND CGB list				
	6 " " " " BOC list				
	150 " unfolded to Ann Neville	125	00		
		585	00		
	Postage	126	59		
		711	59		
	TAX EXEMPT			711	59



The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. ~~266-3764~~ 741 7000

A complete direct mail, fulfillment and offset printing service

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York 10019

Att: Ann Neville

DATE: June 21, 1974

YOUR ORDER NO.

INVOICE NO. 17091/4727

TERMS: NET 10 Days

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABEL THEREFORE NO CASH DISCOUNT CAN BE ALLOWED

2,000	Copies BNTD #12/74 - 11th International Poetry Biennale in Knokke, August 29 to September 2, 1974 type set heading balance of text IBM heritage layout and Multilith on news from Belgium letterheads 8 1/2 X 11	165	00		
1,427	#10 envelopes addressographed C E G WB X PR ETC QL BO BL BBDPA BBDAC RPS CHB and CGE	30	00		
1,427	BNTD #12/74 folded enclosed in envelope seal meter mail first class				
	10 Copies to each name on RPS list (USA only)				
	5 " " " " CGB and CHB list				
	6 " " " " BOC list				
	150 Copies unfolded to Ann Neville	110	00		
		305	00		
	Postage	148	78		
		453	78		
				453	78
	TAX EXEMPT				



The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. ~~255-2761~~ 741 7000

A complete direct mail, fulfillment and offset printing service

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York

Att: Ann Neville

DATE: June 28, 1974

YOUR ORDER NO.

INVOICE NO. 17134/4736

TERMS: NET 10 Days

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR, THEREFORE NO CASH DISCOUNT CAN BE ALLOWED.

13

Pages 100 copies each #3/74 Festival of Flanders 1974
Multilith on customers letterhead and our 20# canary
stock for balance of pages
6 pages 2 sides
1 page 1 side
rerun - Collate and staple

TAX EXEMPT

167 50

The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 212-241 741 7000

A complete direct mail, fulfillment and offset printing service

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York 10019

Att: Marion Koenig

DATE: June 28, 1974

YOUR ORDER NO.

INVOICE NO. 17159/4842

TERMS: NET 10 Days

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR THEREFORE NO CASH DISCOUNT CAN BE ALLOWED

JUNE 1974 MISCELLANEOUS PROMOTIONAL MATERIAL DISTRIBUTION

Attached requisition sheets for wrapping and shipping in cartons and wrapping material supplied by us various quantities of Maps, folders, Posters, Display material Shopping guides, Calendars of events and other miscellaneous promotional material wrapped and shipped in quantities indicated on requisition sheets, Via Parcel Post, REA Express Air Freight and/or local trucking as required

1299 00

Rea	157.80
Air Freight	54.14
UPS	8.83
Parcel Post	317.10
Local Trucking	70.00

607 87
1906 87

1906 87

TAX EXEMPT

The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. ~~XXXXXX~~ 741-7000

A complete direct mail, fulfillment and offset printing service

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York 10019

Att: Marion Koenig

DATE: July 9, 1974

YOUR ORDER NO.

INVOICE NO. 17181/4822

TERMS: NET 10 Days

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR, THEREFORE NO CASH DISCOUNT CAN BE ALLOWED.

LIST MAINTENANCE - JUNE, 1974

177
8
9

Additions TAB, ABB
Alterations SR, TAB, CHB, ETC, BO, BBDB
Deletions PR, BL, BO, UNO, B, C, E, G & WB

Plates cut, put into frames, card sort, proofread,
file and interfile. 3 X 5 cards addressographed

Addressing 4 sets labels

" 4 sets 9 X 12 Envelopes

" 4 sets #10 envelopes

126 10

30 00

156 10

Tax Exempt

156 10

Certified true and correct in the exact amount

of One Hundred Fifty Six Dollars

Signed

Alfred O. Koenig



The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 205-2961 741 7000

A complete direct mail, fulfillment and offset printing service

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York 10019

Att: Anne Neville

DATE July 19, 1974

YOUR ORDER NO.

INVOICE NO. 17239/4974

TERMS: NET 10 Days

THE AMOUNT OF THIS INVOICE EXCEEDS CASH ON DELIVERY. NO CASH DISCOUNT CAN BE ALLOWED

2,200

Copies BNT0 #13/74 News for Visitors type set heading in tempo 18 PT balance of text IBM heritage layout and Multilith on News from Belgium letterheads 8 1/2 X 11 #10 envelopes addressographed B, C, D, G, X PR, BO, BL, BBPA, BBDAC, BBDPC, ETC, ECO, RPS, CHB, CGB, and BOC lists BNT0 #13/74 folded enclosed in envelope seal meter mail first class BBDPC Via Air Mail.

185 00

1,453

10 Copies to ea name on RPS list USA only
5 " " " " " CHB and CGB lists
6 " " " " " BOC lists
150 " " Ann Neville unfolded

30 00

139 00

354 00

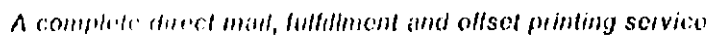
Postage

157 83

511 83

TAX EXEMPT

511 83



TERMS: NET 10 Days

4,600	Dear Travel Agent Post Cards Multilith on customers stock	90	00	661	96
320	Dear Friend of Belgium Postcards Multilith on customers stock	30	00		
4,519	Dear Travel Agent Post Cards Addressographed TAB list and mailed Post Card rate	180	00		
320	Dear Friend of Belgium Post Card delivered to Ann Neville	300	00		
	Postage	361	96		
		661	96		
TAX EXEMPT					
<p>Certified true and correct in the exact amount of <u>Six Hundred Fifty One ⁹⁶/₁₀₀ Dollars</u> Signed <u>Alfred O. Germain</u></p>					



The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 955-2781 741 7000

A complete direct mail, fulfillment and offset printing service

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York 10019

Attn: Mr. Peter A. DeMaerel

DATE: August 8, 1974

YOUR ORDER NO.

INVOICE NO. 17371/5147

TERMS: NET 10 Days

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR, THEREFORE NO CASH DISCOUNT CAN BE ALLOWED

JULY 1974 MISCELLANEOUS PROMOTIONAL MATERIAL DISTRIBUTION

Attached requisition sheets for wrapping and shipping in cartons and wrapping material supplied by us various quantities of Posters, Maps and folders wrapped and shipped in quantities indicated on requisition sheets via Parcel Post REA Express, Air Freight and/or local trucking as required

REA	37.11
Parcel Post	271.06
Air Freight	69.46
Trucking	130.00

1,252	25
-------	----

507	63
1,759	88

1,759	88
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The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 255-2701 741 7000

A complete direct mail, fulfillment and offset printing service

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York 10019

Att: Marion Koenig

DATE: August 7, 1974

YOUR ORDER NO.

INVOICE NO. 17366/5131

TERMS: NET 10 Days

THE AMOUNT OF THIS INVOICE LAIRLY COVERS LAIRLY THE BELOW DO CASE DISCOUNT CAN BE ALLOWED

		LIST MAINTENANCE JULY 1974			
316	Additions - TAB, BL BBDB, BBDRB and ECO				
34	Alterations - TAB, RPS, PR, BL, BBDB BBDRB BBDPC and D				
27	Deletions - TAB, PR, BL, BO, QS, BBDRB, B, D and E				
	Plates cut put into frames card sort proofread file and				
	interfile- pull plates for alterations and deletions-refile				
	alterations 3 X 5 cards addressed for alterations and				
	additions	280	00		
	Address three sets #10 envelopes and one set labels	30	00		
		310	00		
				310	00
	TAX EXEMPT				



The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 255-2781 7417000

A complete direct mail, fulfillment and offset printing service

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York 10019

Att: Ann Neville

DATE: August 15, 1974

YOUR ORDER NO

INVOICE NO. 17388/5078

TERMS: NET 10 Days

THE AMOUNT OF THIS INVOICE Largely covers labor, therefore NO CASH DISCOUNT CAN BE ALLOWED

999

Labels Addressographed TAB list and pasted on 12 1/2 X 16
Kraft envelopes supplied by us
Enclose 1 Kit in each 12 1/2 X 16 Kraft envelope seal meter
tape tie bag and deliver to P O and mail third class

999 X 48

435 00

479 52

914 52

914 52

TAX EXEMPT

Certified true and correct in the exact amount

of Fourteen hundred and ninety four 52/100 Dollars

Signed Alfred German \$914 52



TERMS: NET 10 Days

2,100	Copies BNT0 # 15/74 Discover Tournai and its surroundings type set heading in cloister black 19 PT balance of text IBM hortiage layout and Multilith on News from Belgium letterhead 8 1/2 X 11	155	00		
1,037	#10 envelopes addressed B, C, D, G, P, X, PR, BO, BL, BBDPA BBDAC, RPS, CHB, CGB and BOC lists	30	00		
1,037	BNT0 #15/74 folded enclosed in #10 envelope seal meter mail first class mailed together with BNT0 #14/74 on C, BO, BL, RPS, CHB, CGB and BOC lists				
	10 Copies to Each name on RPS list (USA only)				
	5 " " " CHB and CGB lists				
	6 " " " BOC list				
150	" delivered unfolded to Ann Neville	134	00		
		319	00		
	Postage 1037 X 10	103	70		
		422	70		
				422	70

TAX EXEMPT

Certified true and correct in the exact amount
of Four hundred twenty two 70/100

Signed Walter O. Kunkin



The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 266-2764 741 7000

A complete direct mail, fulfillment and offset printing service

TO: Belgium National Touris Office
720 Fifth Avenue
New York, New York 10019

Att: Ann Neville

DATE: August 23, 1974

YOUR ORDER NO.

INVOICE NO. 17433/5164

TERMS: NET 10 Days

THE AMOUNT OF THIS INVOICE LARGELY COVERS EACH THEREFORE NO CASH DISCOUNT CAN BE ALLOWED

1,600	Copies BNTD #14/74 Calendar of International Conventions type set Leading in Standard Medium condensed 18 PT balance of text IBM Heritage Layout and Multilith on News from Begium letterhead 8 1/2 X 11 Black ink	145	00		
1,145	#10 envelopes addressographed C. RC, CONV I, BO, BL, RPS, CGB CHB and BOC lists	30	00		
1,145	BNTD #14/74 folded enclosed in #10 envelope seal meter mail first class Also fold and enclose BNTD #15/74 and mail together on C, BO, BL RPS, CGB, CHB and BOC list 10 Copies to each name or RPS list (USA only) 5 " " " CGB " 5 " " " CHB " 6 " " " BOC " Deliver 150 Unfolded to Ann Neville	160	00		
		335	00		
	Postage	131	99		
		466	99	466	99
TAX EXEMPT Certified true and correct in the exact amount of <i>Four Hundred Sixty Six and 99/100 Dollars</i> Signed <i>Alfred O. Gussner</i>					



The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 265-2764 741 7000

A complete direct mail, fulfillment and offset printing service

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York 10019

Att: Ann Neville

DATE: August 23, 1974

YOUR ORDER NO.

INVOICE NO. 17435/5139

TERMS: NET 10 Days

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR, THEREFORE, NO CASH DISCOUNT CAN BE ALLOWED.

6,700	Copies BBD #2/74 Antwerp-Port City of Belgium type set heading balance IBM heritage layout and Multilith on customers News from Belgium (BBD) letterheads 8 1/2 X 11 black ink	245	00		
6,203	#10 envelopes addressographed B, C, D, G, X, PR, BO, BL, TAB BBDPA, BBDAC, BBDB BBDRB BBDPC, RPS CHB CGB and BOC lists	105	00		
6,203	BBD #2/74 folded enclosed in #10 envelope seal meter mail first class				
	10 copies to each name on RPS list (USA only)				
5	" " " CHB and CGB list				
6	" " " BOC list				
150	" unfolded to Ann Neville	344	00		
		694	00		
	Postage	667	27		
		1,361	27	1,361	27
	TAX EXEMPT				
	Certified true and correct in the exact amount of <u>Thirteen hundred sixty one and 27/100 Dollars</u>				
	Signed <u>Alfred O. Spindler</u>				

The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 755-2761 741 7000

A complete direct mail, fulfillment and offset printing service

TO: Belgium National Tourist Office
720 Fifth Avenue
New York, New York 10019

Att: Marion Koenig

DATE: August 27, 1974

YOUR ORDER NO.

INVOICE NO. 17445/5212

TERMS: NET 10 Days

THE AMOUNT OF THIS INVOICE Largely covers labor, therefore NO CASH DISCOUNT CAN BE ALLOWED

50,000

BELGIAN BONUS DAYS LETTERHEADS

Letterheads printed on our 60# white Monadnock stock
8 1/2 X 11 three colors, red yellow Black @16.00 per thousand

800 00

800 00

(Held in stock for future mailings)

OK FOR PAYMENT
BNTD budget

TAX EXEMPT

P.A. DeMaerel

Certified true and correct in the exact amount
of Eight hundred & no Dollars

Signed Alfred O. Janssens

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. ~~255-4764~~ 741 7000

6,700	Copies BBD #3/74 Liege-The Ardent City type set heading in Goudy open Italic balance of text IBM Heritage layout and Multilith on customers letterhead 8 1/2 X 11 black ink	240	00
6,278	#10 envelopes addressographed B, C, D, G, X, PR, BO, BL, TAB BBDA, BBDA, BBDB, BBDB BBDB RPS. CHB CGB and BOC	105	00
6,278	BBD #3/74 folded, enclosed in envelope seal meter mail first class (BBDB-BBDB-BBDPC - Air Mail)		
	10 each to RPS list (USA only)		
	5 " CHB and CGB list		
	6 " BOC list		
	150 copies unfolded to Ann Neville	329	00
		674	00
	Postage	664	71
		1338	71
		1338	71

TAX EXEMPT

Certified true and correct in the exact amount
of thirteen hundred thirty eight and 71/100 Dollars
Signed Alfred J. [Signature]



The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. ~~212-4764~~ 741 7000

A complete direct mail, fulfillment and offset printing service

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York

Att: Marian Koonig

DATE: August 28, 1974

YOUR ORDER NO.

INVOICE NO. 17451/5210

TERMS: NET 10 Days

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR, THEREFORE NO CASH DISCOUNT CAN BE ALLOWED

100,000

#10 White envelopes printed corner card black ink
@7.90 per thousand

790 00

Held in stock for future mailings

790 00

TAX EXEMPT

The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 741-7000

A complete direct mail, fulfillment and offset printing service

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York 10019

Att: Mr. Peter A. DeMacrel

DATE: August 29, 1974

YOUR ORDER NO.

INVOICE NO. 17458/5251

TERMS: NET 10 Days

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR, THEREFORE NO CASH DISCOUNT CAN BE ALLOWED.

63	<u>BULK DISTRIBUTION TOURIST MAP</u>	157 50	217 20
	Miscellaneous total 10 copies each of 1974 Tourist map of Belgium wrapped and shipped in cartons and wrapping material supplied by us via Parcel Post. Labels addressed for CGB, CHB and RPS list and pasted on cartons		
	Postage	59 70	
		217 20	
	Out of Tax area mailing		

The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 741-7000 741 7000

A complete direct mail, fulfillment and offset printing service

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York 10019

Att: Mr. Peter A. De Maerel

DATE: August 30, 1974

YOUR ORDER NO.

INVOICE NO. 17479/5279

TERMS: NET 10 Days

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR, THEREFORE NO CASH DISCOUNT CAN BE ALLOWED.

AUGUST 1974 MISCELLANEOUS PROMOTIONAL MATERIAL DISTRIBUTION			
Attached requisition sheets for wrapping and shipping in carton and wrapping material supplied by us various quantities of Tourist maps, folders Display Units, Posters and other miscellaneous promotional material shipped in quantities indicated via Parcel Post, UPS, REA Express and/or local and Overland trucking as required			
Parcel Post	127.80	1013	25
UPS	6.05		
REA Express	237.42		
Overland Trucking	106.79		
Local Trucking	125.00	603	06
		1616	31
			1616 31
TAX EXEMPT			
Certified true and correct amount			
of One thousand Sixteen and 31/100 Dollars			
Signed <i>Alfred J. Boffer</i> 1616 31			

The Boffer Corporation

111 FIFTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 741-7000

A complete direct mail, fulfillment and offset printing service

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York 10019

Att: Marian Koenig

DATE: August 30, 1974

YOUR ORDER NO.

INVOICE NO. 17469/5258

TERMS: NET 10 Days

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR, THEREFORE NO CASH DISCOUNT CAN BE ALLOWED

1,142

Addressograph customers 9 X 12 envelopes TAB list
starting with Plate No. 1000 and continue to the end
Material already enclosed in envelope seal tie bag and
deliver to P.O. and mail third class

• 1142 X 16

TAX EXEMPT

130 00

182 72

312 72

312 72

Certified true and correct in the exact amount
of Three hundred twelve 72 Dollars
Signed Alfred A. Gorman

The Boffer Corporation

111 FIFTH AVENUE • NEW YORK, N.Y. 10011 • Tel. (212) 778-7411 741 7000

A complete direct mail, fulfillment and offset printing service

TO:

Belgian National Tourist Office
• 720 Fifth Avenue
New York, New York 10019

Att: Marion Koenig

DATE: August 30, 1974

YOUR ORDER NO.

INVOICE NO. 17471/5269

TERMS: NET 10 Days

THE AMOUNT OF THIS INVOICE IS SUBJECT TO THE FOLLOWING DISCOUNTS: 10% CASH DISCOUNT CAN BE ALLOWED

91
21
117

LIST MAINTENANCE - AUGUST 1974

Additions TAB, RPS, ETC, PR, BL, BO, RC, D
Alterations CHB ETC PB BL BBDB and C
Deletion TAB, PR, BL, BO, RC, BBDBA, B C D and P
Plates cut put into frame card sort proofread file and
interfile, Pull Plates for alteration and deletions -
refile alteration 3X5 cards addressographed for alterations
and additions

117 00

TAX EXEMPT

Certified true and correct in the exact amount
of One Hundred Seventy Dollars

Signed Wilfred O. Jermann

The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 233-2761 741 7000

A complete direct mail, fulfillment and offset printing service

TO Belgian National Tourist Office
720 Fifth Avenue
New York, New York 10019

Att: Ann Neville

DATE: September 6, 1974

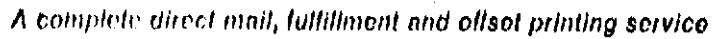
YOUR ORDER REF:

INVOICE NO. 17501/5141

TERMS: NET 10 Days

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR, THEREFORE NO CASH DISCOUNT CAN BE ALLOWED

6,700	Copies of BBD #4/74 Brujes Most Medieval City, In Goudy Open Italics, Balance text IBM Heritage, Layout and multilith on customers letterhead 8 X 11 black ink	240	00		
6,217	#10 envelopes addressographed, B, C, D, G, X, PR, BO, BL, TAB, BBDBA, BBDBAC, BBDBRB, BBPDC, RPS, CHB, CGB, BOC	105	00		
6,217	#4 folded and enclosed into envelope, seal meter mail first class (BBDB, BBDBRB, BBPDC, Air Mail) TAB, CGB, CHB, BOC, RPS, enclose Belgium Bonus Days folder with newsletter				
	10 each to RPS list				
	5 " " CHB				
	6 " " BOC				
	150 Copies unfolded to Ann Neville	447	00		
		792	00		
	Postage	1,155	81		
		1,947	81		
				1,947	81
	TAX EXEMPT				
	Certified true and correct in the exact amount of <i>One Thousand Nine Hundred Forty Seven Dollars and Eighty One Cents</i> Signed <i>[Signature]</i>				



Certified true and correct in the exact amount
of One Hundred Twenty Eight Dollars and
Twenty One Cents
Signed L. Schwabacher



The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 255-2761 741 7000

A complete direct mail, fulfillment and offset printing service

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York 10019

Att: Ann Neville

DATE: September 19, 1974

YOUR ORDER NO.

INVOICE NO. 17571/5344

TERMS: NET 10 Days

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR, THEREFORE NO CASH DISCOUNT CAN BE ALLOWED.

2,100	Copies BNT0 #16/74 News from Belgium Advance Information for 1975 type set heading; balance of text IBM Heritage layout and multilith on customers letterheads 8 1/2 X 11	165	00		
1,467	#10 envelopes addressographed B, C, D, G, PR, X, BO, BL, BRDPA, BRDAC	30	00		
1,467	BNT0 #16/74 folded enclosed in #10 envelope seal meter mail first class				
	10 Copies to ea name on RPS list				
	5 " " " " CHB and CGB list				
	6 " " " " BOC list				
	200 Unfolded to Ann Neville	94	00		
		289	00		
	Postage	152	98		
		441	98		
	TAX EXEMPT			441	98

The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 266-2764 741 7000

A complete direct mail, fulfillment and offset printing service

TO: Belgium National Tourist Office
720 Fifth Avenue
New York, New York 10019

Att: Ann Neville

DATE: October 29, 1974

YOUR ORDER NO.

INVOICE NO. 17879/5565

TERMS: NET 10 Days

THE AMOUNT OF THIS INVOICE Largely COVERS LABOR, THEREFORE NO CASH DISCOUNT CAN BE ALLOWED

Five pages 1,600 copies each BNTO #18/74 Belgium Beckons Visitors type set heading in Libbra 18 PT balance of tier IBM composition layout and Multilith on customers letterhead and our 20# canary stock for balance of pages-first page second version

copies first version BNTO #18/74 with change Multilith on customers letterhead. Collate and staple both sets

#10 envelopes addressographed B, C, D, ETC, BBDDPA, BBDDAC, BO, BL, X, PR, CHB, CGB, BOC and RPS

Second Version - BNTO #18/74 hand folded enclosed in #10 envelopes seal meter mail first class to B, C, D, ETC, BBDDPA, BBDDAC, BO, BL, X, PR- five copies to each name on CHB and CGB list-six copies to each name on BOC list

10 copies each of First version to each name on RPS list (USA only)

200 copies of both versions delivered promptly to Ann Neville 10/25/74 unfolded

635 00

30 00

258 00

923 00

163 31

1086 31

Postage

1086 31

TAX EXEMPT

Certified true and correct in the exact amount

of One thousand Eighty Six and 31/100 Dollars

Signed

Alfred J. Jernigan

The Boffer Corporation

111 FIFTH AVENUE • NEW YORK, N.Y. 10011 • Tel. ~~212-777-7777~~ 741 7000

A complete direct mail, fulfillment and offset printing service

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York 10019

Att: Ann Neville

DATE: October 30, 1974

YOUR ORDER NO.

INVOICE NO. 17889/5144

TERMS: NET 10 Days

10. 7% OF THIS INVOICE LARGELY GAVES LABOR, THEREFORE NO CASH DISCOUNT CAN BE ALLOWED

6,500	Copies BBD #7/74 Namur-Ardenne Gateway City type set heading				
	Balance of text IBM heritage layout and Multilith on				
	customers letterheads 8 1/2 X 11	245	00		
6,293	110 envelopes addressed B, C, D, G, X, PR, RO, RH,				
	TAB, BBDA, BBDA, BBDB, BBDRB, BBDDPC, RPS, (USA only)				
	CHB, CGB, and BOC	110	00		
6,293	BBD 7/74 folded enclosed in envelope seal meter mail first				
	class - Belgium Bonus Days - Folder enclosed on following				
	lists only- TAB, CGB, CHB, BOC and RPS - (BBDB, BBDRB AND				
	BBDDPC - Air Mail)				
	10 Copies to each on RPS list				
	5 " " " " CHB and CGB				
	6 " " " " BOC				
150	unfolded to Ann Neville	434	00		
		789	00		
	Postage	1256	80		
		2045	80		
				2045	80
	TAX EXEMPT				
	Certified true and correct in the exact amount				
	of <u>Two thousand forty five dollars</u>				
	Signed <u>Alfred O. Penner</u>				

The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 269-7761 741 7000

A complete direct mail, fulfillment and offset printing service

Belgian National Tourist Office
720 Fifth Avenue
New York, New York 10019

Att: Mr. Peter A. De Maerel

DATE: October 31, 1974

YOUR ORDER NO.

INVOICE NO. 17902/5695

TERMS: NET 10 Days

THE AMOUNT OF THIS INVOICE Largely covers LABOR, THEREFORE NO CASH DISCOUNT CAN BE ALLOWED

BULK SHIPMENTS - OCTOBER 1974

Attached requisition sheets showing wrapping and shipping in cartons and wrapping material supplied by us various quantities folders shopping guides display items, Posters, brochures and other miscellaneous promotional material shipped in quantities indicated via Parcel Post REA Express and/or local trucking as shipments require

Tax on NYC shipments

REA Express	86.88
Parcel Post	181.69
Local Trucking	35.00

777	00
2	54
779	54

303	57
1083	11

1083 11

Certified true and correct in the exact amount

of One Thousand Eight, three, 54 Dollars

Signed *Alfred O. Gorman*



The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 255-2761 741 7000

A complete direct mail, fulfillment and offset printing service

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York 10019

Att: Ann Neville

DATE: November 6, 1974

YOUR ORDER NO.

INVOICE NO. 17937/5553

TERMS: NET 10 Days

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR, THEREFORE NO CASH DISCOUNT CAN BE ALLOWED

1,488	Four pages 2,200 copies each Multilith on customers letter-head 8 1/2 X 11 - BNTD #19/74 Visit Friendly Belgium with type set heading in Venus bold condensed, balance of copy IBM heritage and layout - collate and staple	535	00		
1,488	#10 envelopes addressographed B, C, D X PR, BO, DL, ETC BBDPA BBDAC BBDPC BBDDB BBDDB RPS (USA only) CHB CGB and BOC	30	00		
	BNTD #19/74 folded enclosed in envelope				
	seal meter mail first class				
	10 copies to each name on RPS list				
	5 " " " " " CHB and CGB list				
	6 " " " " " BOC list				
250	" immediately to Ann Neville unfolded	145	00		
		710	00		
	Postage	239	45		
		949	45		
				949	45
	TAX EXEMPT				
	Certified true and correct in the exact amount of <u>Nine hundred forty nine and 45/100 dollars</u>				
	Signed <u>Alfred O. Lawrence</u>				



The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 255-2761 741.7000

A complete direct mail, fulfillment and offset printing service

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York 10019

Att: Marion Koenig

DATE: November 11, 1974

YOUR ORDER NO.

INVOICE NO. 17982/5758

TERMS: NET 10 Days

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR, THEREFORE NO CASH DISCOUNT CAN BE ALLOWED.

		LIST MAINTENANCE - OCTOBER 1974			
146	Additions - TAB PR BL				
26	Alterations - TAB ETC PR BL				
51	Deletions - TAB PR BL BO WPTA BBDRB B D G X				
	Plates cut put into frames card sort proofread file and				
	interfile - pull plate for alterations and deletions				
	refile alterations 3 X 5 cards addressographed for				
	alterations and additions	140	20		
		11	22		
	Sales Tax	151	42		
				151	42



The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 256-2761 741 7000

A complete direct mail, fulfillment and offset printing service

TO: Belgium Natl Tourist Office
720 Fifth Avenue
New York, New York 10019

Att: Ann Neville

DATE: November 12, 1974

YOUR ORDER REF

INVOICE NO. 17987/5145

TERMS: NET 10 Days

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR, THEREFORE NO CASH DISCOUNT CAN BE ALLOWED

6,500	Copies BBD #8/74 Belgiums Bonus Days Program etc, type set heading, balance of text IBM heritage layout and multilith on customers letterheads 8 1/2 X 11	215	00		
6,361	#10 envelopes addressographed B C D G X PR BO BL TAB BBDPA BBDAC BBDB BBDRE BBDPC RPS (USA only) CHB CGB and BOC lists	105	00		
6,361	BBD #8/74 folded enclosed in envelope with Belgium Bonus Days folder seal meter mail first class				
	10 copies each to RPS list (USA only)				
	5 " " " CGB and CHB lists				
	6 " " " BOC list				
	150 " unfolded to Ann Neville				
	(BBDB BBDRE and BBDPC send air mail)	319	00		
		639	00		
	Postage	1143	53		
		1782	53		
				1782	53

TAX EXEMPT

Certified true and correct in the exact amount
of Seventeen hundred Eighty two 53

Signed

Alfred O. Gorman



The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 255-2761 741 7000

A complete direct mail, fulfillment and offset printing service

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York 10019

Att: Ann Neville

DATE: November 13, 1974

YOUR ORDER NO.

INVOICE NO. 17992/5551

TERMS: NET 10 Days

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR, THEREFORE NO CASH DISCOUNT CAN BE ALLOWED.

1,900	Copies BNTD #20/74 1975 Year of Belgiums Cathedrals and Monuments type set composition layout and Multilith on customers News from Belgium letterheads 8 1/2 X 11	170	00		
1,140	#10 envelopes addressed for B C D X PR BO BL ETC BBDAC and HNDPA	30	00		
1,140	BNTD #20/74 folded, enclosed in envelope seal meter mail First Class				
	10 Copies each to RPs list (USA only)				
	5 " " " CHB and CGB list	110	00		
	6 " " " BOC list	310	00		
150	unfolded to Ann Neville				
		117	79		
		427	79		
	Postage			427	79
	TAX EXEMPT				
	Certified true and correct in the exact amount of <u>Four hundred twenty seven 79 Dollars</u>				
	Signed <u>Alfred J. Gennaro</u>				



The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. ~~255-2764~~ 741 7000

A complete direct mail, fulfillment and offset printing service

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York 10019

Att: Marian Koenig

DATE: November 27, 1974

YOUR ORDER NO.

INVOICE NO. 18108/5780

TERMS: NET 10 Days

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR, THEREFORE NO CASH DISCOUNT CAN BE ALLOWED.

155	Imprint Christmas cards Seasons Greetings Dark Blue ink	45	00	45	00
	Tax Exempt				



The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 233-2761 741 7000

A complete direct mail, fulfillment and offset printing service

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York

Attn: Marian Koenig

DATE: September 19, 1974

YOUR ORDER NO.

INVOICE NO. 17569/5325

TERMS: NET 10 Days

THE AMOUNT OF THIS INVOICE INCLUDES LABOR THEREOF. NO CASH DISCOUNT CAN BE ALLOWED

5,000	Business reply cards Multilith on our 65# blue card stock 6 X 4 - two sides	160	00		
4,541	#10 envelopes addressographed entire TAB list	75	00		
4,541	Belgium Bonus folders enclosed in envelope with Business reply card seal meter mail first class	240	00		
		475	00		
		910	99		
	Postage	1,385	99		
				1,385	99

TAX EXEMPT

Certified true and correct in the exact amount

of thirteen hundred eighty five 99 Dollars

Signed Alfred Alfieri



TERMS: NET 10 Days

Signed



The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. ~~266-2764~~ 741 7000

A complete direct mail, fulfillment and offset printing service

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York 10019

Att: Marion Koenig

DATE: October 8, 1974

YOUR ORDER NO.

INVOICE NO. 17684/5513

TERMS: NET 10 Days

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR, THEREFORE NO CASH DISCOUNT CAN BE ALLOWED.

LIST MAINTENANCE SEPT. 1974				
141	Additions - TAB, CHB, PR, BO, QL, B			
15	Alterations - TAB, CGB, CHB, BL, B O BBDPA B, G			
101	Deletions - SR, TAB CHB PR, BL, BO, QS, CONVI, BBDPA, RC, B, C, D, G, P			
	Plates cut, put into frames card sort proofread file and interfile - pull plates for alterations and deletions - refile alterations - 3 X 5 cards addressographed for alterations and additions	172	50	172 50
TAX EXEMPT				

The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 255-2764 741 7000

A complete direct mail, fulfillment and offset printing service

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York 10019

Att: Mr. Peter A. De Marel

DATE: October 8, 1974

YOUR ORDER NO.

INVOICE NO. 17683/5319

TERMS: NET 10 Days

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR, THEREFORE NO CASH DISCOUNT CAN BE ALLOWED.

3,936	Address 9 X 12 envelopes TAB, RPS, CHB, CGB ETC lists	80	00		
3,936	Nest addendum (C-12-D-12) in Budget Holidays 1974 brochures enclose in 9 X 12 envelope seal meter tie bag and mail third class	432	00		
64	Miscellaneous lots various quantities Budget Holidays 1974 wrapped in cartons supplied by us shipped Via Parcel Post and/or local trucking as required CGB, CHB, and RPS list	256	00		
		768	00		
	Postage 3936 X 24	944.64			
	Bulk Mail	66.89			
	Trucking	15.00			
		1026	53		
		1794	53	1794	53
TAX EXEMPT					
Certified true and correct in the exact amount of <u>Seventeen Hundred Ninety four 1794.53</u> Signed <u>Alfred O. Gennaro</u>					



The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 235-2701 741 7000

A complete direct mail, fulfillment and offset printing service

TO: Belgium National Tourist Office
720 Fifth Avenue
New York, New York 10019

Att: Marian Koenig

DATE: October 10, 1974

YOUR ORDER NO.

INVOICE NO 17695/5216

TERMS: NET 10 Days

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR, THEREFORE NO CASH DISCOUNT CAN BE ALLOWED.

50,000

News from Belgium letterheads Photo offset on our 60#
Canary stock 8 1/2 X 11 - two colors
@12.50 per thousand

Held in stock for future orders

TAX EXEMPT

625 00

625 00

The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 256-2764 741 7000

A complete direct mail, fulfillment and offset printing service

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York 10019

Att: Mr. Peter A. DeMaerel

DATE: October 10, 1974

YOUR ORDER NO.

INVOICE NO. 17694/5541

TERMS: NET 10 Days

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR, THEREFORE NO CASH DISCOUNT CAN BE ALLOWED.

BULK SHIPMENTS - SEPTEMBER 1974

Attached requisition sheets showing wrapping and shipping in cartons supplied by us various quantities, Maps folders Posters displays and other miscellaneous promotional material shipped in quantities indicated via Parcel Post REA Express and/or local trucking as shipments require

Tax on NYC shipments

REA Express

Parcel Post

Local Trucking

99.93

170.80

90.00

023 00

8 96

831 96

360 73

1,192 69

1,192 69



The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 266-2764 741 7000

A complete direct mail, fulfillment and offset printing service

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York

Att: Ann Neville

DATE: October 16, 1974

YOUR ORDER NO.

INVOICE NO. 17729/5143

TERMS: NET 10 Days

THE AMOUNT OF THIS INVOICE EXCEEDS THE CREDIT BALANCE. THEREFORE, NO CASH DISCOUNT CAN BE ALLOWED

6,700	Copies BBD #6/74 Ghent the City of Flowers etc type set heading, balance of text IBM heritage layout and Multilith on customers letterheads 8 1/2 X 11	255	00		
6,089	#10 envelopes addressographed B, C, D, G, X, PR, BO, BL, TAB, BBDBA, BBDB, BBDRB and BBDBPC	105	00		
6,089	BBD #6/74 folded enclosed #10 envelope seal meter mail first class BBDB BBDRB and BBDBPC sent air mail				
	10 copies to each name on RPS list (USA only)				
	5 " " " " CHB and CGB list				
	6 " " " " BOC list				
150	" unfolded to Ann Neville				
	On following lists Belgium Bonus folder included with Newsletter TAB, CGB, CHB BOC and RPS	413	00		
		773	00		
	Postage	1,088.57			
	Postage surcharge	21.77	1,110	34	
			1883	34	
					1883 34

Certified true and correct to the exact amount
of Eighteen hundred eighty three and 34/100 Dollars
Signed Walter O. Spurr

The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel: 755-7771 741 7000

A complete direct mail, fulfillment and offset printing service

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York 10017

Att: Ann Neville

DATE: October 17, 1974

YOUR ORDER NO.

INVOICE NO. 17744/5430

TERMS: NET 10 Days

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABEL, THEREFORE NO CASH DISCOUNT CAN BE ALLOWED

1,600	Copies BNTO #17/74 The Belgian National opera at Brussels type set heading in Clarendon Condensed Craw 14 pt, balance of text IBM heritage layout and Multilith on News from Belgium letterhead 8 1/2 X 11 - two sides	275	00		
939	#10 envelopes addressographed C X PR BO BL ETC F BBDPA BBDAC	20	00		
939	BNTO #17/74 folded enclosed in #10 envelope seal meter mail first class				
	10 copies to each name on RPS list (USA only)				
	5 " " " " CHB and CGB lists				
	6 " " " " BOC list				
	150 Copies unfolded to Ann Neville	67	00		
		362	00		
	Postage	97	48		
		459	48		
				459	48
	TAX EXEMPT				
	Certified true and correct in the exact amount of <u>Four hundred fifty nine 48/100 Dollars</u>				
	Signed <u>Alfred J. Hermann</u>				



The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 255-2701 741 7000

A complete direct mail, fulfillment and offset printing service

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York 10019

Att: Ann Neville

DATE: November 25, 1974

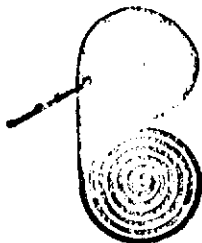
YOUR ORDER NO.

INVOICE NO. 18101/5552

TERMS: NET 10 Days

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR, THEREFORE NO CASH DISCOUNT CAN BE ALLOWED.

1,950	Copies BNTD 21/74 7th International Woodworking Show Brussels - type set heading. Balance of text IBM heritage layout and Multilith on customers letterhead 8 1/2 X 11	175	00		
1,421	#10 envelopes addressographed C X PR BO BL ETC BBDPA BBDAC RPS CHB CGB and BOC	30	00		
1,421	BNTD #21/74 folded enclosed in envelope seal meter mail first class 150 copies to Ann Neville unfolded	94	00		
		299	00		
	Postage 1421 X 10	142	10		
		441	10		
	TAX EXEMPT			441	10



The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. ~~255-2761~~ 741 7000

A complete direct mail, fulfillment and offset printing service

TO: Belgium National Tourist Office
720 Fifth Avenue
New York, New York 10019

Att: Ann Neville

DATE: November 27, 1974

YOUR ORDER NO.

INVOICE NO. 18109/5805

TERMS: NET 10 Days

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR, THEREFORE NO CASH DISCOUNT CAN BE ALLOWED.

Five Pages 200 copies each Multilith on customers
letterhead and our 20# canary stock for balance of pages
Collate and staple
Deliver to Ann Neville

135 00

135 00

TAX EXEMPT



4,738	#10 envelopes addressographed TAB list	75	00		
4,738	Belgium Bonus Days Brochure and make friends folder folded	310	00		
	enclose in envelope seal meter mail third class	385	00		
	Postage				
	4730 X 10	473.00			
	8 X 31	2.48			
			475	48	
			860	48	
					860 48

Certified true and correct in the exact amount
of Eight hundred, fifty, 48
Signed Robert C. Peterson



The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 205-2761 741 7000

A complete direct mail, fulfillment and offset printing service

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York 10019

Att: Ann Neville

DATE: November 27, 1974

YOUR ORDER NO.

INVOICE NO. 18141/5829

TERMS: NET 10 Days

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR, THEREFORE NO CASH DISCOUNT CAN BE ALLOWED.

2,400	Copies BNT0 #23/74 "Ghent Celebrates" etc type set heading balance of text IBM composition layout and Multilith on customer letterheads 8 1/2 X 11	160	00		
1,819	#10 envelopes addressographed B C D X PR BO BL QL MUS ETC BBDPA BBDAC RPS (USA) CHB CGB and RPS lists	30	00		
1,819	BNT0 #23/74 folded enclosed in envelope seal meter mail first class				
	10 copies to each name on PPS list				
	5 " " " " " CHB and CGB list				
	6 " " " " " BOC list				
	150 " unfolded to Ann Neville	126	00		
		316	00		
	Postage	185	61		
		501	61		
				501	61

TAX EXEMPT

Certified true and correct in this exact amount
of Five hundred One To

Signed

Alfred O. Gurnea



The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 265-2761 741 7000

A complete direct mail, fulfillment and offset printing service

TO: Belgian National Tourist Office
720 Fifth Avenue
New York, New York 10019

Att: Ann Neville

DATE: November 27, 1974

YOUR ORDER NO.

INVOICE NO. 18140/5828

TERMS: NET 10 Days

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR. THEREFORE NO CASH DISCOUNT CAN BE ALLOWED.

2,400	Copies BNT0 #22/74 Brussels Intl Trade Mart type set heading balance of text IBM composition layout and Multilith on customers News from Belgium letterheads 8 1/2 X 11	160	00		
1,820	#10 envelopes addressographed B C DX PR BO BL ABB BBDPA BBDAC ETC RPS CHB CGB and BOC lists	30	00		
1,820	BNT0 #22/74 folded enclosed in envelopes seal meter mail first class				
	10 copies to each name on RPS list				
	5 " " " " " CGB and CHB list				
	6 " " " " " BOC list				
	150 " unfolded to Ann Neville	126	00		
		316	00		

Postage

185	71
501	71

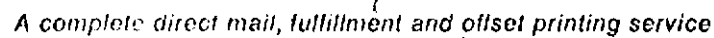
501 71

TAX EXEMPT

Certified true and correct in the exact amount
of Five Hundred One 71/100 Dollars

Signed

Walter J. Boffer



TERMS: NET 10 Days

72 | 90

SHORT-FORM REGISTRATION INFORMATION SHEET

SECTION A

RECEIVED
DEPARTMENT OF JUSTICE

JAN 10 4 00 PM '75

The Department records list active short form registration statements for the following persons of your organization filed on the date indicated by each name. Please show whether each person is still functioning in the same capacity directly on behalf of the foreign principal. If not, show date of termination.

Belgian National Tourist Office
Reg. No. 529

ACTIVE?

IF YES -
ANY MAJOR
CHANGES?

IF NO
DATE
ENDED

Yes? No?

Yes? No?

Peter A. DeMaerel	Filed 2/18/72 Director	✓			✓	
Marion Koenig	Filed 2/18/72 Admin Asst.	✓			✓	
Ann Neville	Filed 2/18/72 Publicity Asst.	✓			✓	

SECTION B

In addition to those persons listed in Section A, list below all current employees rendering services directly on behalf of the foreign principal(s) who have not as yet filed short-form registration statements. (Do not list clerks, secretaries, typists or employees in a similar or related capacity. If there is some question as to whether an employee has an obligation to file a short-form, please address a letter to us describing the activities and connection with the foreign principal.)

Name	Function	Date Hired

Signature: _____

P. A. De Maerel

Date: _____

JAN - 6 1975

Title: Director, Belgian National Tourist Office

UNITED STATES DEPARTMENT OF JUSTICE
REGISTRATION UNIT
CRIMINAL DIVISION
WASHINGTON, D. C. 20530

RECEIVED
DEPARTMENT OF JUSTICE
JAN 10 4 00 PM '75
REGISTRATION UNIT
INTERNAL SECURITY
SECTION
CRIMINAL DIVISION

NOTICE

Please answer the following questions and return this sheet in duplicate with your supplemental statement:

1. Is your answer to Item 16 of Section V (Political Propaganda - page 7 of Form DJ-302 - Supplemental Statement):

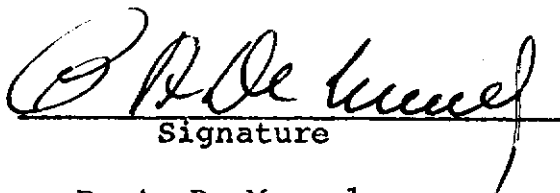
Yes _____ or No ✓

(If your answer to question 1 is "Yes" do not answer question 2 of this form.)

2. Do you disseminate any material in connection with your registration:

Yes _____ or No ✓

(If your answer to Question 2 is "Yes" please forward for our review copies of all such material including: films, film catalogs, posters, brochures, press releases, etc. which you have disseminated during the past six months.)


Signature

JAN - 6 1975

Date

P. A. De Maerel
Please type or print name of
signatory on the line above

Director, Belgian National Tourist Office
Title